

NATIONAL GUARD ASSISTANT PROGRAM (NGAP) POSITION DESCRIPTION

1. Position Title: Assistant to Chief of Chaplains	2. Auth Grade: 07	3. Effective Date: 4 Oct 01
4. Headquarters: DA 5. Reporting Senior: 6. Duty Location: Arlington, VA Mail:	7. Telephone Commercial: DSN : Secure no./type system: IVSN: Data Fax: Secure Fax:	

Position Description:

Duties:

Serves as a special staff officer to the Chief, National Guard Bureau (CNGB) and the Chief of Chaplains of the Army

Focal point of interaction between the CNGB, the Chief of Chaplains, the Director of the ARNG (DARNG), and the Assistant Chief of Chaplains for Mobilization Management, United States Army Reserve

Provides professional coordination with State Area Command Chaplains

Provides coordination on accessing, training, and manning of Unit Ministry Teams

Develops and implements Chief of Chaplains' policies, directives, and programs for the ARNG

Upon mobilization, the ARNG Special Assistant to the Chief of Chaplains assumes responsibility for equipping and cross-leveling chaplains and chaplain assistants to ensure effective total religious coverage in the Unit Ministry Team

Qualitatively assesses leadership, morale, and the professional qualifications of chaplains, chaplain assistants, and chaplain candidates of the ARNG

Reviews National Guard policies and regulation for their impact on the soldier and family members and the effect on the command

Implements total chaplain goals to provide spiritual, religious, and moral leadership to all ARNG members and their families

Provides a direct link with key civilians to establish and maintain liaison with local congregations, pastors, seminaries, and ecclesiastical endorsing agencies

Represents the CNGB, DARNG, and Chief of Chaplains at conferences, schools, and other scheduled events

9. Special Qualifications/Requirements/Restrictions:

This position is M-Day/drill status only

Must have a minimum of 17 years satisfactory service

Must be able to complete a minimum 3 years in the assignment before mandatory removal date/mandatory separation date (MRD/MSD)

Completion of senior service school required

Security Clearance: Secret

Must be Federally recognized in the authorized grade (line), hold a Certificate of Eligibility for the authorized grade (line), pending Senate confirmation in the authorized grade, or be eligible to meet the General Officer Federal Recognition Board following selection (Continued)

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9. Continued

Training educationally both in the civilian and military arenas

Individual selected for this position may have up to 139 days ADSW per FY to perform the duties